



**Region VI LEPC**  
C/O California Governor's Office of Emergency Services  
Southern Region  
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**LEPC OES Region VI Planning District**  
**May 11, 2017 @ 1000 Hours**  
**Corona DEH Office**  
**2275 South Main Street #204**  
**Corona, CA 92882**

**Meeting Minutes**

- 1. Meeting Call to Order at 10:00 AM by Stephen D. Mayville, Chairperson.**
- 2. Welcome and Introductions**

Present in Person, (v) denotes active voting member or alternate for quorum.

Stephen Mayville, Regional Water Quality Control Board (Retired) (V)

Brian Abeel, CalOES

George Baker, California DTSC

Lisa Mitchell, Riverside County DEH Hazmat

Greg Zeigler, San Bernardino County Fire Hazmat

Jim Sappington, Riverside County (V)

Yolandé Love, CalOES

Thomas Haug, LEPC I

Michael Gregory, I.E.M.

Kim Sabatello, Riverside City Fire

Michelle Douglas, Riverside City Fire

Andrew Kibby, Cal Fire

Tricia, Pollett, San Diego Fire

Chuck Griffin, Regional Water Quality Control Board, Santa Ana Region

**3. Review minutes from the February 11, 2017 meeting**

Stephen D. Mayville:

Motion requested to approve minutes. NO Quorum. Minutes will stay in draft form until quorum is present to approve minutes.

**4. Report from CalOES Staff – Brian Abeel**

- HMEP Grant
  - a. Subgrant application is open. It was announced on April 7 and application forms can be found on our website. The application is due to Cal OES by July 31, 2017.
  - b. Contact Erika Olsen to inquire about the application process. After applications are received, she will work with each LEPC Chair to prioritize and approve applications.  
[Erika.Olsen@caloes.ca.gov](mailto:Erika.Olsen@caloes.ca.gov); (916) 845-8765
  - c. The Subgrant performance period will be 10/15/2017 to 9/15/2018.
- SERC Update
  - a. Last SERC Meeting was March 29, 2017. There was discussion and presentations. The items discussed were:
    - i. The SERC strategic plan assessment results prepared by Sac State – The acting SERC chair said Cal OES will be sharing the assessment with the SERC members for consideration and discussion at the next meeting with regard to moving forward with the SERC Strategic Plan.
    - ii. Meanwhile, HazMat has been directed to write a SERC Strategic Plan which will be shared for discussion at the next meeting.
    - iii. LEPC Regional Plan Project - Phase III has been put on hold because Cal OES is planning to follow other states in having local hazardous material emergency government plans meet the LEPC regional plan requirement since they have similar elements; and, because the EPCRA intent is for local hazardous materials emergency planning. Cal OES is drafting a paper that will state this. There was discussion at the SERC meeting about whether or not this is the right course to follow since the regional perspective could be lost. Further discussion on this topic at the next SERC meeting.
    - iv. LEPC Support – The LEPCs discussed with the SERC the difficulties of running an LEPC especially since they are volunteers with no funding source. The SERC chair affirmed that each LEPC has a designated liaison from Cal OES. Cal OES Hazmat is initiating monthly conference calls with the Liaisons and CSTI to establish a base of services. Further discussion on this topic at the next SERC meeting.
    - v. LEPC Website – Under construction. Since the last meeting, Cal OES HazMat has worked with the Cal OES Webmaster to get online the individual LEPC webpages. The LEPCs' webpages are a subpage of the Cal OES Regions webpages. Each Cal OES Region LEPC webpage consists of information pertaining to the LEPCs within that Cal OES Region (Inland – LEPC III, IV, V; Coastal – LEPC II; Southern – LEPC I, VI). The LEPC webpages contain an Introduction, Regional Map, Contact Information, and then the LEPC documents. The “LEPC Documents” web part is still being developed and fine-tuned; will contain Membership listing, By-Laws, Handbook, Emergency Plan, Meeting Information (Agendas and Minutes). HazMat is still working with the Chairs and Liaisons to collect “LEPC Documents.” Once the LEPC webpages are finalized, the maintenance of the website will be a coordinated effort between the Cal OES Liaison, Cal OES Regional Web Manager, and the LEPC chairs. Also, there is now a shared drive within Cal OES where all LEPC documents are being stored electronically; this will be the repository location.

- vi. The next SERC Meeting is on 10/26/17
- vii. The next Group LEPC meeting is September 6, 2017 from 7:30 am to 9:15 am. Our time slot got bumped to a very early time.
- viii. Questions contact Brian Abeel; [Brian.Abeel@caloes.ca.gov](mailto:Brian.Abeel@caloes.ca.gov); (916) 845-8768
- HazMat Regional Team Concept
  - a. Type II HazMat vehicles are coming in and equipment is being inventoried.
  - b. Maintenance issues are being addressed as they become known; vehicles are being driven to California from the Midwest.
  - c. Chief Jan Dunbar is the lead on the project. He is currently on leave but will be returning on July 1.
  - d. In the meantime, Cal OES HazMat is working with HME (contractor) to get the vehicles ready for distribution to the regions.
  - e. In the near future, Cal OES will be sending a formal letter to describe the distribution of vehicles and the training associated with the vehicles.
  - f. Contact is Trevor Anderson; [Trevor.Anderson@caloes.ca.gov](mailto:Trevor.Anderson@caloes.ca.gov); (916) 845-8788
- HazMat Team Typing
  - a. Cal OES HazMat is very busy re-certifying teams. Any questions can be directed to Trevor Anderson who is now the lead on the project.
- HazMat by Rail –
  - a. The railroads and the state are involved in legal proceedings to determine the legality of the fee assessment for the transportation of hazardous materials by rail.
  - b. The in kind and training committees have not met for quite some time. Unsure when they will meet again.
- Unified Program –
  - a. The Cal ARP proposed regulations adding a program 4 element, as result of the Refinery Task Force Recommendations, have been submitted to the Office of Administrative Law for approval.
  - b. For further information about this process or if you wish to comment, contact Jack Harrah; [Jack.Harrah@caloes.ca.gov](mailto:Jack.Harrah@caloes.ca.gov); (916) 845-8758.

**5. Special Presentation:** Listed below please find a list of potential presenters for future meetings:

- US EPA Overview of their April Exercise - Panel Discussion (August Meeting) (Bill Jones)
- San Diego US Coast Guard
- CUPA Recovery Environmental/Hazmat Assistance Working Group (Brad Long)
- Riverside Fire Training Facility – Hazmat equipment display
- Civil Support Team

**6. Subcommittee Reports**

- a. Bylaw/Membership – Stephen D. Mayville

One New Member, Tricia Pollett San Diego Fire will take Dave William's position as a voting member and the training coordinator. NO Quorum was present, so a vote to accept her for membership and approve her subcommittee chairpersonship was postponed.

b. Community Outreach and Networking – Dan Coots – (Not Present -No report)

c. E. R. Plan Maintenance – George Baker

- The US EPA Exercise completes a huge widget for the LEPCs. First exercise in ten years.
- Brian Abeel – Per Federal Title 42 section 1103 Chapter 116 EFRCA, the plan should include methods and schedules for exercising the emergency plan. No set time as to how often an exercise should occur. The plan itself should be reviewed annually and updated as needed.

d. Training – Report by Trisha Pollett

- CSTI Calendar has been published
- San Diego Hosting CSTI Outreach Hazmat Specialist Series 1F and G May 23 – June 2 Contact Incident Commander directly for number of available spots. No grant funding available. San Diego Fire sending 12 Hazmat Techs.
- CalOES Hazmat by Rail Type II Hazmat Program moving forward. Training will begin as soon as all contracts are in place, approximately May 26.
- LEPC VI submitted their list of Continuing Challenge registration grants. There were 22 applications submitted, however there are only 15 grants available (and 7 alternates). No word on the allocations as of yet.

e. Administering Agencies – Jim Sappington

- Captain Andrew Kibby - Moving forward with hazmat training center located at Ben T. Clark Training Center. Two railcars will be moved to their permanent location next week. In the future, we will be able to host the Hazmat Specialist Series. We currently host the Hazmat Tech Training. We are slowly building our cadre to take over the Hazmat Tech Series and teach it ourselves.

f. Fire – Mike Staley – Not Present – No Report.

## **6. Old Business - Stephen Mayville**

- a. SERC Update – Addressed during Brian Abeels Report
- b. Regional Emergency Response Plan Update – see discussion for agenda item no. 6.
- c. CalOES Website Update: - Addressed by Brian Abeel
- d. Review of LEPC Mission and Objectives – This will be part of the strategic plan to standardize the Mission and Objectives for all the LEPCS.
- e. Vice-Chairperson - Still Vacant
  - Dan Coots will continue to be part of the LEPC, but can no longer serve as the vice-chair.

- Greg Ziegler interested in the position. Stephen will send an email to Greg to share with his management to support his request to serve.
- Stephen will get a position description from Dan Coots to provide to Brian Abeel.
- Brian Abeel – One of the objectives in the Strategic Plan will be developing tools for the LEPCs to function. One of which will be a handbook and checklist with position descriptions. Brian will reach out to Region Steve Mason (US EPA Region VI). The EPA has developed several useful documents. He also has a LEPC handbook. Hopefully, we can mirror this book and just amend to fit California Standards.

**7. New Business - Stephen D. Mayville**

No new business

**8. Roundtable**

- George Baker - DTSC is expending a lot of time on the collection of butane honey oil containers as hazard materials.
- Tricia Pollett - will spend the next month trying to get caught up to speed.
- Andrew Kibby – expressed concerned that CSTI training current curriculum is not meeting minimum requirements for IFSAC Pro Board Certifications. Brian Abeel and Stephen Mayville will follow-up and the issue will be reassessed at the next meeting.

**9. Public Comments -None**

**10. Next meeting August 10, 2017** County of San Diego EHS151 E. Carmel Street San Marcos, CA 92078

**11. Meeting Adjourned at 11:35 AM by Stephen D. Mayville**